



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

February 26, 2015

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(314) 622-3297
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To Whom It May Concern:

The Internal Revenue Service Tax Equity and Fiscal Responsibility Act of 1982 requires the City of St Louis to have either a Social Security Number for individuals or proprietorships, or a Federal Identification on file for all vendors subject to 1099 reportable payments of \$600.00 or more.

Please complete the information below and return this letter to us within fifteen days.
WE ARE UNABLE TO PROCESS ANY PAYMENTS WITHOUT THIS INFORMATION.

1. Check the Appropriate Company

2. I.D. Number (Complete One)

_____ Corporation

_____ Federal I.D. xx-xxxxxxx

_____ Partnership

_____ Individual/Proprietorship

_____ S.S. Number xxx-xx-xxxx

_____ LLC - _____ (Corp) _____ (Partnership)
(Check one of the two above spaces
for tax classification if an LLC)

If you are providing a social security number, please write your name clearly. The IRS will not accept a company name with a social security number for 1099 purposes.

I certify that the information provided above is true, correct and complete.

Authorized Signature

Title

Company Name

Date

Address

City, State, Zip

PLEASE RETURN TO: Affordable Housing Commission: FAX: 314-613-7015